

REVISED August 2, 2004

NOTICE OF OPEN POSITION

The Association of Bay Area Governments is recruiting to develop a selection list for two grant-funded Communications Officer positions at the P3 level, Job Number 04-133 (Position #1) and Job Number 04-134 (Position #2).

COMMUNICATIONS OFFICER 2 Grant-funded positions (30 months)

SALARY RANGE: \$5,009 - \$6,042/month depending on education, experience and assignment. Excellent benefits including up to \$100/mo. reimbursement transit vouchers for public transit costs, California Public Employees Retirement System with 7% employee contribution paid by ABAG and full medical benefits.

POSITION #1: The San Francisco Estuary Project has been awarded PRISM grant funds from the State Water Resources Control Board to implement the Urban Pesticide Pollution Prevention (UP3) Project. P3, Steps A-E The purpose of the UP3 Project is to foster education, outreach, and to provide technical assistance \$5,009-\$6,042 monthly range for implementation of the TMDL for Diazinon and Pesticide-Related Toxicity in San Francisco Bay Area Urban Creeks. The project is structured to mirror the three major TMDL implementation elements: outreach and education, science (research and monitoring), and proactive regulation.

Under supervision, incumbent will implement the main elements of the UP3 Project and foster effective outreach, education, and other municipal actions to reduce pesticide-related toxicity in Bay Area urban creeks. Incumbent will facilitate coordination and collaboration among agencies working to prevent water quality problems from urban pesticide use. Incumbent will perform professional administrative/technical work for the San Francisco Estuary Project, a cooperative environmental management program of ABAG, U.S. EPA and the State of California. Incumbent will assist with implementation of the Project's Comprehensive Conservation and Management Plan, to include organizing and directing public workshops/meetings; presenting information to public/interested parties; preparing and distributing routine correspondence, reports, meeting summaries, support documents, information sheets and mailing lists; and researching and obtaining organizational, technical, scientific and fiscal data.

POSITION #2: Performs duties similar to Position #1 with the exception that the incumbent in Position #2 will be P3, Steps A-B responsible for developing plans, tools, outreach, education and public participation to support all \$5,009-\$5,250 monthly range Total Maximum Daily Loads for pollutants causing impairments of waters in the San Francisco Bay Region.

EDUCATION: BA/BS or equivalent with major course work in communications, public relations, English, journalism, political science or related field. Responsible related experience may be substituted for advanced education on a year-for-year basis.

EXPERIENCE: Three (3) years of increasingly responsible professional experience. Possession of a Master's degree in above named fields may be substituted for one (1) year of the required experience. Experience in legislative or policy work at the federal, state or local government level and in publishing/desktop publishing is desirable. Experience in working with local governments and/or knowledge of pesticide or water quality issues is highly desirable. Proficiency in MS Office Suite, Pagemaker, Photoshop, PowerPoint and familiarity with the Internet and videography are also highly desirable.

Work location is at the San Francisco Bay Regional Water Quality Control Board in Oakland.

AN AGENCY APPLICATION IS REQUIRED AND MAY BE OBTAINED AT <http://www.abag.ca.gov/bayarea/commerce/globe/globe.html> OR BY SENDING A SELF-ADDRESSED, STAMPED ENVELOPE TO ABAG – H.R. DEPT., 101 8TH STREET, OAKLAND, CA 94607-4756. FOR INFORMATION CALL 510/464-8496. POSITION IS OPEN UNTIL FILLED AND MAY BE CLOSED AT ANY TIME. ABAG IS AN EQUAL OPPORTUNITY EMPLOYER. QUALIFIED DISABLED INDIVIDUALS ARE PROTECTED AGAINST DISCRIMINATION.